



Energy Manager

Department: General Services

Class Code: 3177

EEO Code: 22

FLSA: E

Effective: 01/07/2003

GENERAL STATEMENT OF DUTIES:

Under general direction; performs of considerable difficulty developing and implementing the energy management program for the county and school facilities.

SPECIFIC STATEMENT OF DUTIES:

Develops and maintains energy goals and conversation plans; leads teams that create cost savings projects; monitors, collects and analyzes data through the use of energy management systems; prepares cost/benefit and trend analysis; provides technical support to building maintenance staff and trouble shoots operational problems; serves as county and school liaison to contractor groups; administers the energy accounting system; reviews plans for energy related construction; acts as project manager for installation of energy equipment; negotiates energy service contracts; and performs other work as required.

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Considerable knowledge of HVAC and electrical systems; working knowledge of meters and rates structures; basic knowledge of deregulation.

Strong oral and written communications skill; and organizing and completing multiple tasks; and monitoring and controlling project costs.

MINIMUM EDUCATION AND EXPERIENCE:

Bachelor's degree in Mechanical or electrical engineering and two years experience in energy management work; or an equivalent combination of training and experience.

ADDITIONAL REQUIREMENTS:

None.

<p>This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.</p>
